



GRANADA SANITARY DISTRICT  
OF SAN MATEO COUNTY

**MINUTES**  
**BOARD OF DIRECTORS**  
**SPECIAL & REGULAR MEETINGS**  
**February 19, 2009**

**CALL SPECIAL MEETING TO ORDER:** The Special Meeting of the Board of Directors of the Granada Sanitary District was called to order by Vice President Fenech at 6:42 p.m.

**GENERAL PUBLIC PARTICIPATION**

**ADJOURN TO CLOSED SESSION**

- 1. Conference with Real Property Negotiator, Chuck Duffy (Government Code Section 54956.8).**  
Negotiating parties: San Mateo County Harbor District and Granada Sanitary District, property under negotiation: APN 047-262-010.
- 2. Conference with Legal Counsel – Possible initiation of litigation pursuant to subdivision (c) of Section 54956.9: (one potential case).**
- 3. Conference with Legal Counsel – Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: (two potential cases).**

**RECONVENE TO OPEN SESSION**

The Board took no reportable action in Closed Session.

**ADJOURN SPECIAL MEETING**

The Board will continue the Closed Session at the end of the Regular Meeting.

**CALL REGULAR MEETING TO ORDER:** The Regular Meeting of the Board of Directors of the Granada Sanitary District was called to order by Vice President Ron Fenech at 7:45 p.m.

**ROLL CALL:** Directors: Vice President Ron Fenech, Secretary Gael Erickson, Treasurer Matthew Clark and Board Member Leonard Woren. President Ric Lohman was absent.

Staff: General Manager Chuck Duffy, District Administrator Delia Comito, and District Counsel Jonathan Wittwer.

**GENERAL PUBLIC PARTICIPATION**

None.

## **ACTION AGENDA**

- 1. Consideration of Variance Application: Tom Carey for McDonald Trust, APN: 048-013-620, Coronado Ave., Miramar, 4,400 sq. ft. parcel, zoned R-1/S-9 (10,000 sq. ft. minimum), Proposed Single-Family Dwelling.**

Counsel distributed a staff report for this Item and explained that the owner's agent, Tom Carey, had agreed to postponement of the item until the next regular board meeting in March to allow for further information to be gathered. The item was therefore continued until the next meeting.

- 2. Consideration of Draft Audit Report for Fiscal Year Ending June 30, 2008.**

The General Manager provided a brief review of the audit and announced that the District was in sound financial condition.

**ACTION:** Director Woren moved to approve the FYE June 30, 2008 Audit as presented. (Woren/Erickson). Approved 4-0.

- 3. Consideration of Big Wave Project Referral and Possible Related Direction to General Manager and/or General Counsel.**

This item was placed on the agenda in response to a letter from the County of San Mateo requesting the District's comments on the proposed project. Counsel distributed a draft response letter to the County which generally stated that all regulatory issues within the District's authority, including private and/or public wastewater disposal and solid waste disposal, would need to be approved by the District. The General Manager reported that while the project proponents seemed to be well into their planning for the project, the applicant had not yet contacted the District to discuss wastewater and solid waste disposal options. Director Woren stated that because the project is located within the Assessment District, the project will likely be required to connect to the District's public sewer system. Staff will amend the response letter to emphasize the issues raised above.

**ACTION:** Director Woren moved to direct staff to send a response letter to the County as outlined above. (Woren/Fenech). Approved 4-0.

- 4. Consideration of Amendment to District Personnel System.**

The amendments to the Personnel System manual are as follows: 1) correcting the language in *Section 5 Paydays*, to represent when employees are actually paid during the month; and 2) in *Section 6 Employee Conduct*, the word "tobacco" was deleted from a sentence in the prohibited activities section, which now reads, "Use of drugs (except prescribed drugs) or alcohol while on duty for the District, or on District premises". Director Woren requested inserting the sentence, "Use of tobacco prohibited on District Premises" in the same section.

**ACTION:** Director Woren moved to approve the Personnel System Manual as amended above. (Woren/Erickson). Approved 4-0.

## **CONSENT AGENDA**

Director Woren requested that Item 5 be held for discussion.

6. **Approval of February 2009 warrants totaling \$182,942.06 (Checks 3333-3369).**
7. **Approval of Assessment District distribution #8-08/09 for \$1,065.52.**
8. **Approval of January 2009 Financial Statements.**
9. **Approval of a Resolution for Employer Paid Member Contributions (CalPERS). (Res. 2009-003).**
10. **Approval of a Resolution for Employer Pick-up (CalPERS). (Res. 2009-004).**
11. **Approval of a Resolution approving Pre-tax Deduction Plan for Service Credit Purchases. (CalPERS). (Res. 2009-005).**

**ACTION:** Director Woren moved to approve Items 6, 7, 8, 9, 10 and 11 of the Consent Agenda. (Woren/Clark). Approved 4-0.

### **5. Approval of Regular Meeting minutes for January 15, 2009.**

Director Woren requested to insert, "Director Lohman nominated Director Fenech as President, who respectfully declined the offer", after the first sentence in Item 1.

**ACTION:** Director Woren moved to approve Item 5 as amended. (Woren/Erickson). Approved 4-0.

## **DIRECTORS' COMMENTS AND COMMITTEE REPORTS**

### **12. Sewer Authority Mid-Coastside.**

Director Woren reported on the SAM meeting held on January 26, 2009, which included the following items: SAM still has not elected a chairperson; CCWD is holding up the SAM recycled water project due to issues concerning control of recycled water within CCWD's district boundaries; the SAM Intertie Pipeline had a small hole in a section of pipe due to wear from grit; SAM General Counsel Jim Copeland provided an opinion which confirmed the District's stance that the money advanced to Montara by GSD and the City of Half Moon Bay for the last treatment plant expansion was technically not a loan because the provisions that would require repayment of the advance might never be met.

### **13. Report on other seminars, conferences, or committee meetings.**

## **INFORMATION CALENDAR**

### **14. Attorney's Report.**

Counsel reported that the California Coastal Commission will hold a LCP Update meeting in Monterey on March 12, 2009, and suggested that someone attend on the District's behalf.

Director Woren requested that an Urgency Item be placed on this agenda titled:

**Consideration of Appointing a District Representative to Attend the California Coastal Commission LCP Update Meeting in Monterey on March 12, 2009, and District Reimbursement of Associated Expenses.**

**ACTION:** Director Woren moved to find that the above Item came to the attention of the District Board subsequent to the posting of the agenda, and there is a need to take action before the next regular meeting. (Woren/Clark). Approved 4-0.

**ACTION:** Director Woren moved to authorize the Board President or his appointee to attend the CA Coastal Commission Meeting on behalf of the District on March 12, 2009, and to authorize District reimbursement of the associated expenses. (Woren/Clark). Approved 4-0.

**15. Treasurer's Report.**

Director Clark reported on the status of the Local Agency Investment Fund and the current economic situation. The District's reserves are earning approximately 2% per year.

**16. General Manager's Report.**

**17. Administrator's Report**

**18. Engineer's Report.**

**ADJOURN REGULAR MEETING**

The Regular Meeting was adjourned at 9:26 p.m..

**ADJOURN TO CLOSED SESSION**

**RECONVENE TO OPEN SESSION**

The Board took no reportable action in Closed Session.

**ADJOURN SPECIAL MEETING**

The Special Meeting was adjourned at 10:04 p.m.

SUBMITTED BY:

APPROVED BY:

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Chuck Duffy, General Manager

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Gael Erickson, Secretary

Date Approved: March 19, 2009